

SECRET

le x A

24 MAR 1982

EA-82-0736/2

MEMORANDUM FOR: Chiefs, All Divisions and Staffs

FROM:

[Redacted]

25X1

Chief, Policy and Coordination Staff

SUBJECT: DCI Report on Agency Contacts with The Hill

1. Attached is a memorandum from the Director of the Office of External Affairs (D/OExA) concerning a requirement for informing the DCI of all Agency contacts with Congress.

2. To support the compilation of this report, all DO components are asked to report any Congressional contacts they have had that OExA did not arrange and therefore may not be aware of. Although such contacts should not occur, the possibility is recognized that Congressional personnel may on rare occasions initiate contact without prior clearance through OExA; these would include meetings, briefings and telephone calls about official business with members and staffers of Congress either at Headquarters or in the field.

3. [Redacted] has been designated focal point officer for compiling the DO submission for the report. All components are asked to forward their reports (including negative reports) to her by noon Friday, every other Friday, for the preceeding two-week period. The first report is due Friday, 26 March, and should cover contacts during the 13-26 March period.

25X1

[Redacted]

25X1

Attachment a/s

[Redacted]

25X1

SECRET

DCI 82-1127

18 March 1982
OEXA: 82-0736

MEMORANDUM FOR: Executive Director
Deputy Director for Operations ✓
Deputy Director for Intelligence
Deputy Director for Administration
Deputy Director for Science and Technology
Director, Intelligence Community Staff
Chairman, National Intelligence Council
Comptroller
General Counsel
Inspector General

FROM: Director, Office of External Affairs

SUBJECT: DCI Report on Agency Contacts with the Hill

1. The DCI has asked the Director of External Affairs to report to him biweekly on all Agency contacts with Members of Congress and their staffs. The Director would like the report to include the person making the contact, the person contacted, the date of the contact, and the subject matter discussed.

2. External Affairs will submit the first report to the Director on Tuesday, 30 March and will submit one thereafter every other Tuesday.

3. I would appreciate your notifying my office of any such contacts that have not been funneled through the Office of External Affairs by COB Friday, 26 March, covering the current two-week period, and a follow-up report every other Friday thereafter. Please report the contacts to [redacted] of my staff [redacted], who will prepare the reports. I would appreciate your designating a point of contact in your office, as appropriate.

25X1

4. Please call me or my Deputy, [redacted] if you have questions.

25X1

5. I appreciate your cooperation.

25X1

cc: DCI
DDCI
SA/DCI/4A